



4040 Guard St, Bldg 600 Boise ID 83705-5004 P: 208 422 5121 E Mail: dcollier@imd.idaho.gov

MEETING MINUTES

November 28, 2007

A Special Meeting of the Statewide Interoperability Executive Council (SIEC) was held on this date at Gowen Field Building 440 Room 275 to address the following agenda item from the November 15 2007 SIEC meeting: *Public Safety Interoperable Communications (PSIC) Grant Program Distribution Selection Process and Recommendation*

Chair Lockwood called the meeting to order. Attendees and guests introduced themselves. A full quorum was present.

Members Present: (Alphabetically)

- Chair, R. Mark Lockwood, Idaho Chiefs of Police Association
- Vice Chair, Lorin Nielsen, Idaho Sheriffs Association
- Michael Candelaria, United States Dept. of Interior
- Dia Gainor, Idaho Dept. of Health & Welfare
- Rep Marv Hagedorn, Idaho House of Representatives
- Dean Hagerman, Idaho National Guard
- Mary Halverson, Bureau of Homeland Security
- Jon Heggen, Idaho Department of Fish and Game
- Shawn Larsen, Association of Idaho Cities – via teleconference
- Jerry Russell, Idaho State Police – via teleconference
- Bill Shawver, Idaho National Guard
- Mitchell Toryanski, Lead Deputy Attorney General and Ex-Officio Member
- Mark Wendelsdorf, Idaho Fire Chiefs Association
- Carmen Boeger, Nampa Police
- Russell Bundy, ACSO
- Brad Coughenour, Kootenai 911
- Lorraine Elfering, Canyon County Sheriff
- Michael Fletcher, Gem State Communications
- Micky Flores, Gem State Communications
- Eddie Goldsmith, IECC 911 Project Manager
- Todd Herrera, Canyon County Sheriffs Office
- Jennifer Hill, Office of Performance Evaluation
- Matt Howarth, Motorola
- Brad Hufford, Bureau of Homeland Security
- Nicola Jansen, Ada County Sheriff Office
- Craig Kingsbury, Nampa Police
- John Moore, SIRCOMM
- Stan Passey, Idaho State Police
- Les Shadduck, Retired
- Skip Smyser, Connoll and Smyser, CFD
- Chuck Turner, Blaine County Disaster Services
- Ron Vogt, SIRCOMM
- Jeff Shinn, Office of Performance Evaluation
- Paul Wilde, Bonneville County Sheriff Office – via teleconference

Staff:

- Gayle Alvarez, Idaho Military Division
- Dodie Collier, Project Manager, SIEC

Others Present:

- Greg Adams, Teton County Emergency Manager – via teleconference
- Kevin Cox, Bonneville County Sheriff Office – via teleconference
- Ryan Kauffman, Madison County Sheriffs Office – via teleconference
- Cameron Stanford, Madison County Sheriff's Office – via teleconference
- Mike Taysom, Bonneville County Emergency Management – via teleconference
- Rod Horitz, Southeast Public Health – via teleconference
- Virgil Valentine, Clark County Emergency Management
- Jay Baker, North Area Field Officer – via teleconference

Review & Approve Minutes—Chair Lockwood

Lockwood asked for a review of the September minutes. There were some minor corrections noted on the September minutes after which Lockwood called for a motion to accept the corrected minutes.

Motion: Hagerman moved that the minutes be accepted as corrected. Nielsen seconded the motion. The motion passed by a unanimous vote.

Lockwood asked for a review of the October minutes.

Motion: Shawver moved that the minutes be accepted. Halverson seconded the motion. The motion passed by a unanimous vote.

Public Safety Interoperable Communications (PSIC) Grant Program Distribution Selection Process and Recommendation

Lockwood gave a brief overview of the reasons behind the Special Meeting from a PSIC process summary included in handouts to the Council. He then turned the floor over to Vice-Chair Nielsen, who was also the Chair of the SIEC/PSIC Investment Justification Working Group. Nielsen discussed the investment justifications submittals and the review/selection process. The Chair and Working Group were formed to assess the investment justifications submitted by the county emergency managers. There was a very short timeline given by the Federal government to accomplish this. An email was sent to Idaho's county / tribal emergency managers 10/31/07 requesting they submit investment justifications for selection in the distribution of the PSIC funds for which the State was applying.

The members of the Working Group were: Stan Passey from Idaho State Police and member of the SIEC Technical Subcommittee, John Parker from Public Safety Communications and proxy to the SIEC Technical Subcommittee, Division of the Military, Fred Abt from the Idaho Bureau of Homeland Security, Chair Lorin Nielsen, Les Shaddock, retired as Communications Manager for the Ada County Sheriffs Office with expertise in statewide communications, and Dodie Collier, Interoperable Communications Program Manager as facilitator. There were 26 investment justifications submitted by the deadline of 11/7/07, totaling \$26 million dollars. There was approximately \$6,088 million to award which included the state match amount. The total Idaho award for which we could apply was \$7,289,795.00 in federal funding with a cash match from the State via HB 334. That amount would be allocated in an 80% to the counties / 20% to the State of Idaho split. The criterion provided by the SIEC, Idaho Legislature and PSIC program was used in the review process, as was the SIEC's I-C-A-WIN. The Working Group also followed the region wide interoperability concept.

Based on that, each member ranked the applications on their own scoring sheet. The sheets were then tallied. A copy of the tally spreadsheet was distributed to each member of the Council. In lieu of a name, a number was used. The individual listed as number three was not able to attend, hence the blank column on the spreadsheet. The review was a very intense four hour process; the applications covered the majority of the state. Included in the distributed information is a map of Idaho showing the specific locations of the recommend projects. There were no bad projects but some just did not fit the criteria. The Working Group recommended the following projects and amounts be selected and included with the State of Idaho application for PSIC funding due 12/3/07: Ada County- \$250,000; Canyon County \$1,198,334; Clark County \$320,000; Kootenai County Investment Justification #1; \$2,235,138; Bonner County \$640,000; Boundary County \$33,505; Blaine County \$1,161,540; Caribou County \$250,000. Blaine County was not fully funded. On page 2 of the budget sheet is a "Shared Projects" dollar amount of just under \$73,000. This was used to increase the amount awarded to Blaine County. Due to the short timeline given, and the fact that this is the first round, Neilson recommended the Council approved their recommendations. Collier reminded the Council that of the 7.2 million dollars awarded to the state of Idaho, we are guaranteed 3 million. The remaining amount will need to be applied for. Through these investment justifications, we believe that these are the projects that will show the funder that we are going to use the money to the best of our ability. The application goes in on Monday December 3rd. We should have confirmation on the awards in March or April.

Lockwood then opened the item to the Council for discussion and comments. Larsen expressed several concerns which were discussed at length. Some of the main items of concern were: Why was the SIEC Funding Subcommittee not used in the process; how was the Working Group set up and when, and were the Council's Bylaws consulted and followed. Is the Working Group and its recommendations to the Council in compliance with current By-laws? Lockwood stated that due to the tight time constraints and technical issues and requirements at hand, he met with Shawver, Nielsen and Collier to discuss how to develop a team to review these. It was concluded by the Chair that technically savvy Council members and consultants to the Council would be selected. Two of the members were Council members; the By-laws were followed (paragraph 3.5) and Council members were notified of the planned Working Group selection at the October SIEC meeting held in Coeur d'Alene. The By-laws allow for the Chair to utilize sub-committees and/or working groups to further the work of the Council and it is the duty of the Chair to establish those entities. Along with the By-Laws, PSIC guidelines, House Bill 334, the Office of the Governor and Homeland Security were consulted. Gainer added that although she could not recall the specific meeting date, she did remember the Council agreed to defer to the Bureau of Homeland Security grant management process in this matter. Lockwood added that the Working Group was titled the SIEC/PSIC Review Team and it was operating under the parameters of the Technical Subcommittee when they performed their review. The Funding Subcommittee is more in keeping with seeking out grants and funding opportunities to be brought to the Council. Lockwood also noted that a member of the Attorney General's office was present at today's meeting and encouraged him to comment.

Lockwood called for a motion to approve the recommendations made by the review team.

Motion: Halverson moved that the recommendations be approved. Gainer seconded the motion. It was also noted that the motion included the modification to Blaine County.

Lockwood called for discussion.

Larsen continued to express concern over the process and stated he felt it was flawed. Lockwood noted his concerns and stated that they would be taken into consideration in the future.

Nielsen stated that due to the time constraints involved and the Idaho Statutes and Legislative intent, he is confident that the process was in full compliance with Idaho statutes and was extremely proper. In addition, a representative from the Dept of Purchasing was in attendance with the Working Group's review process to ensure everything was within Idaho Code. Recommendations have to be submitted to the Federal Government by Monday. He then called for the question.

The motion passed, Larsen voted nay.

Lockwood called for any additional discussion.

Hagerman asked if there was a role for the Funding Subcommittee in future grants.

Lockwood stated that the role of the Funding Subcommittee needed to be reviewed and that their input is necessary. This particular grant had different guidelines to it as opposed to earmarks. The Legislature in statute presented the SIEC the means to move forward and specifically outlined how they wanted the SIEC to proceed.

Collier added that the money is not in the bank, we have to apply for it. We want to build a solid foundation for future grant money for the state.

Shawver added that since 2003, the Idaho Bureau of Homeland Security has leveraged federal grant money to the tune of \$20 million solely on interoperability communications. We are helping push the money to the local level.

Lockwood reiterated that information was passed to the Council in two separate meetings and that there was a short deadline. The Council was involved. He expressed appreciation to the Working Group; there was a LOT of effort involved.

Lockwood asked if there was any other discussion.

Wilde asked if the related documents were to be disseminated.

Lockwood reported that they are available for review and after a legal review is done, those documents that can be, will be posted on the webpage.

Lockwood then spoke about the statewide assessment. An RFP was let not long ago and a CTA has been selected to conduct it. The first county meeting was Monday in Kootenai which was well attended. BHS Field officers are assisting in the facilitation.

There being no further discussion, Lockwood reported that the next meeting will be on the 3rd Thursday of December (20 December). He then asked for a motion to adjourn.

Motion: Shawver made a motion to adjourn. Nielsen seconded the motion. The motion passed by a unanimous vote.